

**MINUTES OF THE
REGULAR MEETING OF THE
BOARD OF TRUSTEES
June 4, 2013**

A meeting of the Village of Tolono Board of Trustees (“Board”) was held on Tuesday, June 4, 2013. Trustees present: Mike Golish, Greg Kingston, Ryan Perry, and Tom Reese. Trustees Ted Myhre and Kent Plackett were absent. Others present were Greg Cook and Larry Johnson of Foth, John McBride, Attorney Marc Miller, Mayor Jeff Holt, and Clerk Dixie Phillips. The meeting was called to order at 6:30 p.m. by Mayor Holt and roll call taken.

Public Comments:

Chris Booker thanked the Board for the progress of the traffic on Benham Street.

Debra Ham informed the Board that she had had complaints about her dog from her neighbor and wanted to know if the Board had been contacted. The Board had not been contacted as of the time of the meeting.

John Mc Bride presented the May 2013 Tolono Work Report and advised the Board that he is still having trouble with the lift stations on Elizabeth Street because of diapers and wipes being flushed down stools and wanted to know if the Board had any idea of how to stop it. The Board decided to have a note put on next month’s water bills asking Tolono residents not to flush throw-away diapers and baby wipes down their stools because the items do not disintegrate, they are causing serious problems with the lift stations.

Approval of Minutes:

Mr. Perry made a motion, seconded by Mr. Reese, to approve the regular May 21 and the special May 28, 2013 minutes as corrected by the Clerk.

Reports:

Mr. Cook reported that IDOT had accepted the letter concerning approval of award for the project. In order to proceed forward, the Village was asked to formally approve the “Acceptance of Proposal to Furnish Materials and Approval of Award” to Illiana Construction in the amount of \$300,392. Foth will work with Russell Curry to reduce the number of streets in the program to get as close to the budget number of \$250,000 for the MFT portion of the work. As a reminder, the Village already approved Illiana Construction to perform the TIF portion of the work (\$42,967). Mr. Cook also stated that his recommendation was to wait until next year to add more streets to the TIF HMA Program because of cost issues. Mr. Golish made a motion,

seconded by Mr. Reese, to have the Acceptance of Proposal to Furnish Materials and Approval of Award signed. A roll call vote was taken and the following votes were cast passing the motion:

Mike Golish – Yes	Greg Kingston- Yes	Ted Myhre – Absent
Ryan Perry – Yes	Kent Plackett – Absent	Tom Reese – Yes

Mr. Johnson advised the Board that out of 25 driveways, there are seven driveways (5 on Benham and 2 on Calhoun Streets) that need the approaches replaced with HMA. Also, testing of the sub-base material showed adequate bearing strength to avoid coring out and replacing the base material. Therefore, a 4-inch overlay of HMA as suggested by the contractor seemed acceptable, except that a mat of fabric sandwiched between the base and finish course would slow down the development of longitudinal cracks where the trench backfill meets the old surface. Following discussion, Mr. Kingston made a motion, seconded by Mr. Golish, to use existing base and not core out the base, to replace 7 driveways with asphalt that are already asphalt, and to utilize mats at seams when applying the overlay. A roll call vote was taken and the following votes were cast passing the motion:

Mike Golish – Yes	Greg Kingston- Yes	Ted Myhre – Absent
Ryan Perry – Yes	Kent Plackett – Absent	Tom Reese – Yes

Mr. Curry is to mark each of the manholes along those streets.

Mr. Johnson distributed a document entitled “E. Marshall Street & Fourth Street Drainage” and advised the Board that DJ Stewart has run a camera through the 6” tiles in the ditch north of Benham and Mr. Johnson gave options to correct the drainage problem at 4th & Benham. Mr. Golish said that he was against the taxpayers paying for improvements on private property. Mr. Johnson stated that there might be an alley available for one of the options. If not, easements would be needed. Mr. Holt suggested that 3rd Street drainage and the lifts be fixed and to direct Mr. Johnson for a more comprehensive solution for the 3rd St. and 4th St. block be studied and to get back to the Board with recommendations. Johnson presented an MOA authorizing engineering services for the 4th St. drainage study. Mr. Golish made a motion, seconded by Mr. Reese, to have the Memo of Agreement (MOA) for Foth signed. A roll call vote was taken and the following votes were cast passing the motion:

Mike Golish – Yes	Greg Kingston – Yes	Ted Myhre – Absent
Ryan Perry – Yes	Kent Plackett – Absent	Tom Reese – Yes

Mr. Johnson also brought to the Board’s attention that part of a fence that enclosed a pool located at 406 N. Whitehead encroached onto the neighboring lot. Following discussion, Mr. Miller was directed to write a letter to the owner of the property advising of the encroachment.

There was no Public Works report.

There was no Treasurer report.

Old Business:

Because of receiving only one bid for the purchase of a new mower, the Board deferred action on the purchase to the next Board meeting.

Clerk Phillips advised the Board that the contract for the town cleanup day on June 22, 2013 had been finalized and was ready for signature. Mr. Golish made a motion, seconded by Mr. Reese, to have the contract signed. A roll call vote was taken and the following votes were cast passing the motion:

Mike Golish – Yes	Greg Kingston – Yes	Ted Myhre – Absent
Ryan Perry – Yes	Kent Plackett – Absent	Tom Reese – Yes

Consideration and vacation of the alley behind 208 N Calhoun Street was deferred to the next Board meeting.

New Business:

Mr. Holt read a letter from Ted Myhre informing the Board that due to a change in his residency outside the Village, he regretfully had to resign from the Board effective June 10, 2013.

Following discussion, Mr. Holt asked Mr. Miller to review the advisability of hiring a college or high school student to mow for the Village, which would allow the full time employees to handle the maintenance and other jobs. Mr. Miller will report back to the Board.

Pay Bills:

Mr. Golish made a motion, seconded by Mr. Kingston, to pay all bills. A roll call vote was taken and the following votes were cast passing the motion:

Mike Golish – Yes	Greg Kingston – Yes	Ted Myhre – Absent
Ryan Perry – Yes	Kent Plackett – Absent	Tom Reese – Yes

Following discussion and approval by the Board, Mr. Holt will ask staff to order a digital recorder for Executive Sessions because the small tape recorder is not working.

Executive Session:

At 8:02 p.m. Mr. Golish made a motion, seconded by Mr. Perry to enter into Executive Session for the limited purposes of discussing the performance of one or more Village employees. A roll call vote was taken and the following votes were cast passing the motion:

Mike Golish – Yes	Greg Kingston – Yes	Ted Myhre – Absent
Ryan Perry – Yes	Kent Plackett – Absent	Tom Reese – Yes

At 8:22 p.m. Mr. Golish made a motion, seconded by Mr. Reese to leave Executive Session. A roll call vote was taken and the following votes were cast passing the motion:

Mike Golish – Yes
Ryan Perry – Yes

Greg Kingston – Yes
Kent Plackett – Absent

Ted Myhre – Absent
Tom Reese – Yes

Mr. Kingston made a motion, seconded by Mr. Golish, to prepare a segregation of duties for the office staff; motion passed.

There being no further business to discuss, Mr. Golish made a motion, seconded by Mr. Reese, to adjourn the meeting. The meeting adjourned at 8:50 p.m.

Respectfully submitted,
Dixie L. Phillips, Clerk